

CONSTRUCTION INDUSTRY RESOURCE GUIDE

JUNE 2006

*Compiled in conjunction
with the
2006 Small Contractors Training Series*

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WEB SITES THAT PROVIDE CONTRACTING OPPORTUNITY INFORMATION

CITY OF HOUSTON - FINANCE AND ADMINISTRATION – STRATEGIC PURCHASING DIVISION

901 Bagby, City Hall, B-109; Houston, TX 77002; (713) 247-1740; Fax: (713) 247-1723

Visit the City of Houston's Strategic Purchasing Division's web site at www.houstontx.gov/purchasing where you will be able:

- to learn how to do business with the City of Houston
- to download current formal bids and RFPs
- to view the pre-bid and pre-proposal conference schedules
- to review the closed bids, RFPs, and tabulations
- to find where to look for insurance and indemnification requirements
- to learn about the City's certification programs for Minority/Women/Disadvantaged Business Enterprises (MWDBEs) and Persons with Disabilities Business Enterprises (PDBEs)

HARRIS COUNTY

1001 Preston, Suite 670; Houston, TX 77002; Ph: (713) 755-5036; Fax: (713) 755-6695

Visit www.pur.hctx.net where you will be able:

- to learn how to do business with Harris County
- to find current bid listings, contract status, and bid archives
- to view bid/RFP sample packages
- to review bid tabulations

HOUSTON INDEPENDENT SCHOOL DISTRICT (HISD)

Office of Business Assistance

4400 West 18th Street, Level 1 (SE); Houston, TX 77092; (713) 556-7222 or 7201; Fax: (713) 556-7243

Visit HISD's web site at www.houstonisd.org where you will be able:

- to learn how to do business with the Houston Independent School District
- to find information on proposal and bid solicitations
- to review information about Minority/Women Business Enterprise (M/WBE) participation
- to examine the annual bid calendar
- to find out how to obtain a copy of the bid tabulation

METROPOLITAN TRANSIT AUTHORITY OF HARRIS COUNTY (METRO)

1900 Main St.; Louisiana; Houston, TX 77002; (713) 739-4844; Fax: (713) 739-3857

Visit the Metropolitan Transit Authority of Harris County's web site at www.ridemetro.org:

- to learn how to do business with METRO
- to view and download current solicitations more than or equal to \$25,000
- to view contract award information
- to find out about METRO's Small Business Program and the benefits of certification
- to learn about METRO's Contract Compliance Program

PORT OF HOUSTON AUTHORITY

111 East Loop North; Houston, TX 77029; (713) 670-2400; Fax for Small Business Development staff: (713) 670-2498

Visit the Port of Houston Authority's web site at www.poha.com:

- to learn how to do business with the Port
- to view bid and proposal notices
- to find information on pre-bid conferences
- to learn about the Port's Small Business Development Program

CITY CERTIFICATION & RESOURCES

CITY OF HOUSTON – MAYOR'S OFFICE

Affirmative Action and Contract Compliance Division

Minority, Women, and Disadvantaged Business Enterprise (M/W/DBE) Program

Persons with Disabilities Business Enterprise (PDBE) Program

611 Walker, 7th floor; Houston, TX 77002; (713) 837-9000; Fax: (713) 837-9052

- Certification of M/W/DBEs and PDBEs and monthly M/W/DBE/PDBE Directory
- Provides ***Contracting Guide*** and quarterly newsletter, ***The Source*** (To view publications go to www.houstontx.gov, click Affirmative Action and Contract Compliance, then click publications)
- Pre-certification workshops, Thursdays, 2:00 p.m.; *How to do Business with the City* workshops and *How to Package a Successful Bid* workshops
- Technical assistance workshops and seminars for small, M/W/DBE and PDBE firms
- Sponsors Government Procurement Connections; Co-sponsors EXPO and Greater Houston Business Procurement Forum monthly breakfast
- Bid notifications by fax and e-mail
- Ombudsman services for assistance, information, and dispute resolution
- E-mail: velma.laws@cityofhouston.net
- Web site: www.houstontx.gov

CITY OF HOUSTON - DEPARTMENT OF PUBLIC WORKS AND ENGINEERING

Daniel Krueger, Deputy Director, Engineering and Construction Division

611 Walker, 25th floor; Houston, TX 77002; (713) 837-0540; Fax: (713) 837-0698

- Information on all design and construction bid phase infrastructure projects in the Water, Wastewater, Street and Bridge, and Storm Water programs of the City's Adopted Capital Improvement Plan (CIP).
- The primary goal of the Engineering and Construction Division is to meet its CIP commitments in a cost-effective manner by utilizing the expertise of the engineering and construction communities with as little inconvenience to the citizens of Houston as possible.
- Information on procurement:
 - David Guernsey, Division Manager; (713) 238-5241; Fax (713) 238-5304
 - Jerry Roberts, Division Manager; (713) 238-5271; Fax (713) 238-5252
 - 319 St. Emanuel; Houston, TX 77002
- Information on contract compliance:
 - Lenoria Walker, Deputy Assistant Director; (713) 837-7135; Fax: (713) 837-7139
 - 611 Walker, 24th floor; Houston, TX 77002

CITY OF HOUSTON - FINANCE AND ADMINISTRATION – STRATEGIC PURCHASING DIVISION

Calvin D. Wells, City Purchasing Agent

Betti Tywater, Administrative Specialist

901 Bagby, City Hall, B-109; Houston, TX 77002; (713) 247-1740; Fax: (713) 247-1723

- Informal and formal bids for supplies and nonprofessional services
- Vendor number application and information at (713) 247-1740
- Bid notices are available from the following sources:
 1. Notice to Bidder section of the Houston Business Journal (Fridays)
 2. City Hall, 901 Bagby, Room B-120, posted in the Service Assistance area
 3. Municipal Access Channel, weekly
 4. Weekly rotation in minority periodicals
 5. Notice to Bidder and Notice of Proposals on the Internet: web site: www.houstontx.gov/purchasing

CITY OF HOUSTON - HOUSTON AIRPORT SYSTEM

Janice D. Woods, Senior Administrator

16930 John F. Kennedy Blvd.; Houston, TX 77032; (281) 233-3000; Fax: (281) 233-1830

- Information on planning, design, and construction for three airport facilities
- Web site: www.houstonairportsystem.org

CITY OF HOUSTON - HOUSTON AIRPORT SYSTEM – SMALL BUSINESS DEVELOPMENT AND CONTRACT COMPLIANCE DIVISION

James G. Pierre, Coordinator

5050 Wright Road; Houston, TX 77032; (281) 233-7833; Fax: (281) 233-2053

- Provides information to Minority, Women, and Disadvantaged Business Enterprises (MWDBEs) on contracting opportunities at George W. Bush Intercontinental, William P. Hobby, and Ellington Field Airports.
- Administers Federal Disadvantaged Business Enterprise (DBE) Program.
- Assists prime contractors with identifying certified MWDBEs for subcontracting opportunities.
- Initiates outreach activities designed to increase small and MWDBE participation on Houston Airport System projects and contracts.
- Monitors prime contractor MWDBE utilization and prevailing wage compliance.

CITY OF HOUSTON - ONE STOP BUSINESS ASSISTANCE CENTER

Neil Polansky, Manager

900 Bagby, City Hall Annex, Public Level; Houston, TX 77002; (713) 247-2982; Fax: (713) 247-2710

- Provides the FREE, 45 page GETTING STARTED PACKET for new and existing businesses, including information on permits, licenses, and applicable regulations
- Directs businesses to sources of technical assistance, counseling, networking, mentoring, incubator, and educational opportunities
- Provides Service Corps of Retired Executives (SCORE) business management counseling in-office
- Provides information and referrals to local, state, and federal financing programs, and incentives for new and existing small businesses
- Refers minority, women, and disadvantaged businesses to certification programs, HUB programs, and contracting opportunities with the City of Houston as well as other government agencies
- Provides troubleshooting and liaison assistance for businesses attempting to obtain permits and certificates issued by the City of Houston
- E-mail: onestopbusinesscenter@cityofhouston.net
- Web site: www.houstontx.gov/onestop

OTHER CERTIFICATION OR S/M/W/DBE PROGRAMS

AT &T (FORMERLY SBC)

- For more information on how to do business with AT&T and on AT&T's Supplier Diversity Programs, visit www.attsuppliers.com.

HOUSTON BUSINESS DEVELOPMENT, INC.

Business and Technology Center
Marlon D. Mitchell, Executive Director
5330 Griggs; Houston, TX 77021; (713) 845-2400; Fax: (713) 645-2830

- Low interest rate, long-term financing
- General business counseling and planning
- Resource library equipped with entrepreneurial start-up guides, trade journals, state of the art computers,
- and software
- Workshops and training sessions
- Office space and administrative support services
- Web site: www.hsbdc.org

HOUSTON COMMUNITY COLLEGE SYSTEM (HCCS)

Small Business Development Program
Paralee A. Shivers, Director
3100 Main; Houston, TX 77002; (713) 718-5158; Fax: (713) 718-5221

- Assist small/minority/women/Business Enterprises
- Provide community outreach programs to inform firms of SBE program and contracting opportunities
- Educate firms on how to do business with HCCS via workshops and seminars
- Notify businesses about upcoming opportunities
- Ensure contract compliance is enforced on HCCS projects
- Provide technical assistance for approved vendors
- Provide SBEs opportunities to participate in business incubator program
- Utilize SBD web site to promote program initiatives
- Utilize online event registration to outreach to SBEs
- Collaborate with SBE/M/WBE advocates to assist all firms seeking to do business with HCCS
- Host monthly procurement forums and business expos (1st Monday of the month, 8:00 - 10:00 a.m., 3100 Main, 2nd Floor in the Auditorium)
- Encourage and assist firms with international trade opportunities in conjunction with HCCS
- Co-sponsor SBE Networking Forums/Workshops
- Web site: www.hccs.edu. Click on business and community. Click on vendor information.

HOUSTON INDEPENDENT SCHOOL DISTRICT (HISD)

Office of Business Assistance
Robert D. Gallegos, Director of Supplier Diversity
4400 West 18th Street, Level 1 (SE); Houston, TX 77092; (713) 556-7222 or 7201; Fax: (713) 556-7243

- Assist Minority/Women/Business Enterprises (M/W/BE) with registration
- Establish accountability of money spent with M/W/BE firms
- Enhance the District's commitment to our community
- Provide bid notifications of upcoming bid projects
- Provide M/W/BE firms with contact information of general contractors
- Mentor and counsel businesses individually or in group settings
- Provide bilingual business consulting service
- Provide assistance with marketing and business brochures
- Give referrals on the District's Procurement Services
- Conduct monthly workshops (every 1st Monday of the month at 8:30 a.m.)
- Work with Community Partnerships Department to develop alliances with major business partners that can offer mentoring, tutoring, supplies, services or financial contributions that can assist individual schools within the school district
- Web site: www.houstonisd.org

HOUSTON MINORITY BUSINESS COUNCIL, INC. (HMBC)

Richard A. Huebner, President

6671 Southwest Freeway, #110; Houston, TX 77074; (713) 271-7805; Fax: (713) 271-9770

- Corporate contact directory
- Minority Business Enterprise (MBE) and Corporate membership networking organization
- MBE certification accepted by State of Texas
- Business referrals/weekly bid list/procurement portal
- Educational seminars, workshops and professional services forums
- Annual EXPO, Texas' largest Minority Business
- Development Trade Fair
- Membership Guide to Member Services
- Networking luncheons and special events
- MBE professional services web site
- Business consultants offering guidance and advice
- Scholarship Program
- E-mail: info@hmhc.org
- Web site: www.hmhc.org

METROPOLITAN TRANSIT AUTHORITY OF HARRIS COUNTY (METRO)

John Truitt, Small Business Program Officer

1900 Main St.; Houston, TX 77002; (713) 739-4844; Fax: (713) 739-3857

- Certification program for small businesses
- Management and technical assistance programs (METRO Opportunities University)
- Outreach and networking events

PORT OF HOUSTON AUTHORITY

111 East Loop North; Houston, TX 77029; (713) 670-2400; Fax for Small Business Development staff: (713) 670-2498; Fax for Purchasing staff: (713) 670-2465

Small Business Development Staff:

Gilda Ramirez, Small Business Development Director; (713) 670-2590

Vacant, Small Business Development Contract Compliance Analyst; (713) 670-2828

Pedro Garcia, Small Business Development Outreach Coordinator; (713) 670-2588

Ché McFerrin, Small Business Development Certification Specialist; (713) 670-2418

Nola Sears, Small Business Development Assistant; (713) 670-2597

Purchasing Staff:

Curtis Rose, Purchasing Manager; (713) 670-2460

Glenn Martin, Buyer; (713) 670-2463

- Assistance to small businesses

The Port of Houston Authority's program is a race and gender neutral goal oriented program, targeting small businesses or requiring contractors to utilize small businesses. Under the program, all eligible contracts have a goal of 35% small business participation.

TEXAS BUILDING AND PROCUREMENT COMMISSION HISTORICALLY UNDERUTILIZED BUSINESS (HUB) CERTIFICATION AND COMPLIANCE PROGRAM

HUB Program

P.O. Box 13047; Austin, TX 78711-3047; (512) 463-5872; Fax: (512) 236-6275; Toll free: (888) 863-5881

- Office in charge of the state's HUB certification program

TEXAS DEPARTMENT OF TRANSPORTATION - BUSINESS OPPORTUNITY PROGRAMS SECTION (TXDOT)

Efrem Casarez, Director of Disadvantaged Business Enterprise Program

James Dossett, Director, Business Opportunity Programs Office; (512) 486-5500

125 East 11th; Austin, TX 78701; (866) 480-2518; (512) 486-5500; Fax: (512) 486-5509

- Certification of DBEs
- Assists DBEs in procuring TXDOT contracts
- Technical assistance program

WOMEN'S BUSINESS ENTERPRISE ALLIANCE (WBEA)

1900 North Loop West, Suite 270; Houston, TX 77018; (713) 681-9232; Fax: (713) 681-9242

- Women's Business Enterprise National Council (WBENC) National Certification Program
- Breakfasts, luncheons, and after-hours networking events
- Women Business Entrepreneurs (WBE) trade fairs
- Monthly educational workshops
- Corporate contact list
- Suppliers Guide
- "Keys to Success" Networking Luncheons
- Educational programs
- Buyer workshops
- Annual Awards Program
- WBE member orientation
- Annual Women's Business Opportunity Expo
- Mentoring Program
- Annual Golf Classic and Auction
- E-mail: certification@wbea-texas.org (certification); events@wbea-texas.org (events); and admin@wbea-texas.org (other inquiries)
- Web site: www.wbea-texas.org
- WBE scholarships

BUSINESS RESOURCES

ACRES HOME CENTER FOR BUSINESS AND ECONOMIC DEVELOPMENT

Beulah Ann Shepard, Chairman

Alicia Antonia Marcha, Coordinator

6112 Wheatley; Houston, TX 77091-3947; (713) 692-7161; Fax: (713) 692-1183

- Business counseling
- Workshops and training sessions

BUSINESS INFORMATION CENTER

Marlon D. Mitchell, Executive Director

Houston Business Development Inc.

5330 Griggs Road, Suite G101; Houston, TX 77021-3717; (713) 845-2424; Fax: (713) 845-2449

- On-site, cross-trained customer service representatives from Houston Business Development, Inc., Service Corps of Retired Executives (SCORE), and Urban Business Initiative (UBI)
- Access to express loans up to \$25,000
- Internet access, videotapes, entrepreneur books on business operations, etc.
- Offers business start-up guides, one-on-one counseling, and on-site seminars

HOUSTON MINORITY BUSINESS DEVELOPMENT CENTER (MBDC)

Milton Thibodeaux, Project Director

4801 Woodway, Suite 210-W; Houston, TX 77056; (713) 644-0821 (ext. 254); Fax: (713) 644-3523

Houston MBDC is funded in part by the Minority Business Development Agency, U.S. Department of Commerce and currently operated by Grijalva & Allen, P.C., in cooperation with twenty-five community based strategic partners. Services provided include the following:

- Management training
- Personnel policies and handbooks
- Marketing
- Accounting and budgeting
- Tax compliance and planning
- Business planning
- Market research
- Demographic research
- Site selection
- Inventory control
- Computer and web page design
- Feasibility studies
- Identifying lenders and investors
- Loan packaging
- Bonding assistance
- Identify bid opportunities
- Bid preparation
- Contract negotiation
- 8(A) packaging
- Web site: www.houstonmbdc.com

MCGRAW HILL CONSTRUCTION DODGE

George Neitzey, Account Representative

4101 Greenbriar, Suite 320; Houston, TX 77098-5296; (713) 529-2256; Fax: (713) 524-7639

- Dodge Reports - daily news service listing new construction information
- Dodge Plans - electronic delivery of plans and specifications
- Plan room to review plans and specifications – subscribers only
- Construction statistics
- Daily construction information in print or online
- Online plan room
- Web site: <http://texas.construction.com>

SERVICES COOPERATIVE ASSOCIATION (SCA) – a Texas chartered not-for-profit cooperative association

C. Dean Kring, Executive Director and Director of Research

9600 Long Point, Suite 150; Houston, TX 77055-4266; (713) 932-7495 (ext. 13); Fax: (713) 932-7498

- Conducts Houston Business CrossRoads Networking Breakfast every Wednesday (since 1983) for emerging business owners to meet owners of established companies and representatives of large companies in order to improve the skills of start-up and early stage business owners in market expansion, business development, entrepreneurial education, and professional growth (for information or reservations, call (713) 932-7495 ext. 48)
- Sponsors the oldest small business incubator in Texas (since 1985) and the first Women's Business Center in the United States (since 1990) which provide the resources, environment, and methodology to accelerate business growth
- When accepted into an incubator development program, companies have a mentor, a professional development coach, an advisory board, office space, computer, web site, assistance with the business plan, marketing strategy, and instruction in personal selling skills in an increased contact base.
- Conducts annual trade fairs in the spring and fall, entrepreneurial workshop in July, and the coming year's Houston Economic Forecast in January
- Assists companies past the start-up stage in marketing, operations, administration, and finance
- E-mail: service@servicesca.org and web site: <http://www.servicesca.org>

SMALL BUSINESS ADMINISTRATION (SBA)

Cleveland Baker, Assistant District Director

8(a) Business Development

8701 South Gessner Dr., Suite 1200; Houston, TX 77074-1591; (713) 773-6500 (ext. 236); Fax: (202) 481-0835

- Assistance to small businesses
- Bonding (The SBA guarantees surety companies against a percentage of losses sustained on contracts up to 1.25 million dollars in face value.)
- The SBA has offices located around the country. For the one nearest you, consult the telephone directory under U.S. Government or call the Small Business Answer Desk at 1-800-UASK-SBA or Fax: (202) 205-7064.
- Web site: www.sba.gov

SMALL BUSINESS ADMINISTRATION RESOURCE PARTNER - SERVICE CORPS OF RETIRED EXECUTIVES (SCORE)

Thomas Pence, Chairperson

8701 South Gessner Dr., Suite 1200; Houston, TX 77074-1591; (713) 773-6565; Fax: (713) 773-6551

- Free and individual business counseling tailored to meet individual needs and objectives of small business owners
- Seminars on "Starting and Running Your Own Business" (Each month there is one seminar on a Saturday and one on a Wednesday)
- Workshops on "Business Plans," "Marketing," and "Cash Management and Record Keeping" geared to teach the answers to important issues
- Business Information Center (BIC) equipped with computers, resource library with complete information on several hundred businesses and subject specific reference books
- Outreach activity through use of Field Visit and Speakers Bureau Committee
- Other Houston office locations at: Palm Center; 5330 Griggs Road; (713) 845-2424 and One Stop Business Center – City Hall Annex; 900 Bagby St.; (713) 247-2982
- E-mail: score37@scorehouston.org
- Web site: www.scorehouston.org

TEXAS SOUTHERN UNIVERSITY - ECONOMIC DEVELOPMENT CENTER (EDC)

Ella M. Nunn, Director

Texas Southern University, School of Business

3100 Cleburne Avenue, Suite 151; Houston, TX 77004; (713) 313-7785; Fax: (713) 313-7101

Services listed below are offered without a charged fee:

- GED training, remedial education, and jobs skills training for individuals
- Education and training workshops/seminars for existing or potential business owners; one-on-one technical assistance in business development for business start-ups and expansions
- Limited technical assistance and information to community-based organizations
- Partnerships or collaborations with community-based organization for economic development projects
- Limited small business marketing and feasibility studies
- Promotes small and minority business development
- E-mail: nunn_em@tsu.edu and web site: www.tsu.edu/academics/business

UNIVERSITY OF HOUSTON SMALL BUSINESS DEVELOPMENT CENTER NETWORK

Mike Young, Executive Director

Jacqueline Taylor, Associate Region Director

James B. Evans, Assistant Region Director

2302 Fannin, Suite 200; Houston, TX 77002; (713) 752-8444; Fax: (713) 756-1500

Web site: www.sbdcnetwork.uh.edu

Houston Metropolitan Center

Roberta Skebo, Director; (713) 752-8400

- Free business consulting for small businesses, including: business planning, marketing, loan packaging, and financing
- Comprehensive business library and bilingual consulting

International Trade Center

Carlos Lopez, Director; (713) 752-8404

- Free international business consulting, including: the evaluation of export potential, market research, selection of distribution networks, and exporting logistics

Procurement Technical Assistance Center

Jacqueline Taylor, Associate Region Director; (713) 752-8473

- Free consulting, including: the development of government markets and assistance with bid packages and proposals for local, state, and federal opportunities
- Assistance with contract specifications, quality control, and cost accounting standards
- Library with government contract specifications

Training Center

Jacqueline Taylor, Associate Region Director; (713) 752-8473

- Low-cost workshops and seminars covering a wide range of business skills, including: management, computers, finance, marketing, manufacturing, and basics of starting a business

Direct Business Assistance Program

Roberta Skebo, Director; (713) 752-8400

- Referral service providing reduced-fee business professionals, including: attorneys and CPAs

FINANCIAL RESOURCES

CITY OF HOUSTON - HOUSING & COMMUNITY DEVELOPMENT DEPARTMENT

Milton Wilson, Jr., Director

601 Sawyer Street, 4th floor; Houston, TX 77007; (713) 868-8305; Fax: (713) 865-4135

- Information on tax exempt bond financing for educational facilities, health facilities, and industrial developments
- Financing for affordable housing developments

HOUSTON-GALVESTON AREA LOCAL DEVELOPMENT CORPORATION

James Walsh, Loan Specialist

3555 Timmons Lane, Suite 120; Houston, TX 77027; (713) 499-6675; Fax: (713) 993-4503

- Administers the SBA 504 program
- 504 loans up to \$2 million

OFFICE OF THE GOVERNOR, ECONOMIC DEVELOPMENT AND TOURISM

Economic Development Bank

221 E. 11th Street; Austin, TX 78701; P.O. Box 12428; Austin, TX 78711; (512) 936-0100; Fax: (512) 936-0188

For more information, refer to web site at <http://www.governor.state.tx.us/divisions/ecodev>

Texas Enterprise Zone Program

- The Texas Enterprise Zone program is an economic development tool for local communities to partner with the State of Texas to encourage job creation and/or retention and capital investment in economically distressed areas of the state.
- Local and state incentives may be provided to qualified businesses that are designated Texas Enterprise Projects.
- Projects may be physically located in or outside of an Enterprise Zone.
- If located within a zone, the qualified business commits that 25% of their new employees will meet economically disadvantaged or enterprise zone residency requirements.
- If located outside of a zone, the qualified business commits that 35% of their new employees will meet economically disadvantaged or enterprise zone residency requirements.

Texas Leverage Fund Program

- Texas Leverage Fund (TLF) provides an additional source of financing to communities that have adopted the economic development sales tax (4A/4B tax).
- Communities may leverage their future sales tax revenues to support job creation and retention efforts.
- Available for interim, long-term or gap financing, the TLF provides flexible terms to match the unique needs of communities, with maturities of up to 15 years.
- A maximum loan amount of \$5 million.

Product Development Program and Small Business Incubator Loan Programs

- The purpose of the Product Development Fund is to provide financing to aid in the development and production, including the commercialization of new or improved products in this state.
- Small Business Incubator Fund is to provide financing to foster and stimulate the development of small businesses in this state.
- Statutory preference is given to products or businesses in the areas of semiconductors, nanotechnology, biotechnology, and biomedicine that have the greatest likelihood of commercial success, job creation and job retention in the state.

Texas Industry Development Loan Program

- The Texas Small Business Industrial Development Corporation, otherwise known as Texas Industry Development (TID) Loan Program, provides capital to Texas communities and eligible 501 (c) 3 corporations at favorable market rates.

- The program supports eligible tax exempt public purpose projects that stimulate economic development within the community.
- The loans are available with low cost, variable rate long term financing with the term of the loan not extending beyond the useful life of the assets and up to bond maturity in 2025.

State of Texas Industrial Revenue Bond Program

- The Development Corporation Act allows cities, counties, conservation, and reclamation districts to form non-profit industrial development corporations or authorities on their behalf. The purpose is to issue taxable and tax-exempt bonds for eligible projects in the state.

Texas Linked Deposit Program

- Established to encourage lending to historically underutilized businesses, child-care providers, non-profit corporations, and/or small or medium-sized businesses located in an Enterprise Zone

U.S. SMALL BUSINESS ADMINISTRATION 7(a) Loan Program

8701 South Gessner Dr., Suite 1200; Houston, TX 77074-1591; (713) 773-6500 ext. 234 or 239; Fax: (713) 773-6550

- Guarantees up to 85% of amount provided by commercial lenders on loans up to \$150,000
- Loans over \$150,000 receive a 75% guarantee
- Uses include debt refinancing, land, building, equipment, and working capital
- No minimum guarantee; Maximum guarantee of \$1 million
- Low Documentation Loan Program ("Low-Doc") (up to \$150,000) for new and emerging businesses
- Bonding (The SBA guarantees surety companies against a percentage of losses sustained as a result of a contractor's default on a guaranteed bid, payment, or performance bond.)
- The SBA has offices located around the country. For the one nearest you, consult the telephone directory under U.S. Government or call the Small Business Answer Desk at 1-800-UASK-SBA or Fax: (202) 205-7064.
- Web site: www.sba.gov or Pro-net web site at <http://pro-net.sba.gov>

CONSTRUCTION RELATED ORGANIZATIONS / ASSOCIATIONS

AIR CONDITIONING CONTRACTORS ASSOCIATION OF GREATER HOUSTON

Amanda Jones, Executive Director
2600 S. Gessner #111; Houston, TX 77063; Ph: (713) 781-4822; Fax: (713) 781-1842
E-mail: amandajones@accagh.org

ALLIANCE OF MINORITY CONTRACTORS OF HOUSTON (AMCH)

Gilbert De La Cruz, Chairman
1616 West 22nd; Houston, TX 77008; Ph: (713) 802-4145; Fax: (713) 863-8522
E-mail: gdelacruz@trevinogroup.com

AMERICAN INSTITUTE OF ARCHITECTS (AIA) – HOUSTON CHAPTER

Barrie Scardino, Executive Director
3000 Richmond, #500; Houston, TX 77098; Ph: (713) 520-0155; Fax: (713) 520-5134

AMERICAN SOCIETY OF PROFESSIONAL ESTIMATORS

Brenda Ledbetter, President
3334 Richmond Avenue; Houston, TX 77098; Ph: (713) 864-4040; Fax: (713) 864-4141
E-mail: Brenda@rohewreght.com

AMERICAN SOCIETY OF SAFETY ENGINEERS, THE GULF CHAPTER

Lawrence Schulze, Ph.D., President
P.O. Box 570728-509; Houston, TX 77257; Ph: (713) 743-4196; Fax: (713) 743-4190

AMERICAN SUBCONTRACTORS ASSOCIATION

Brianna Boudreau, Executive Director
Ph: (281) 403-6301; Fax: (281) 403-6302
E-mail: asa@asahouston.org

ASSOCIATED BUILDERS & CONTRACTORS OF GREATER HOUSTON (ABC)

Russell Hamley, President
3910 Kirby Dr. Suite 131; Houston, TX 77098-4151; Ph: (713) 523-6222; Fax: (713) 874-0747
E-mail: Russell@abchouston.org

ASSOCIATED GENERAL CONTRACTORS, INC. - HOUSTON CHAPTER (AGC)

Jerry Nevlund, Executive Vice President

3825 Dacoma St.; Houston, TX 77092-8717; Ph: (713) 843-3700; Fax: (713) 843-3777

E-mail: jerry.n@agchouston.org

Web site: www.agchouston.org

AGC OF TEXAS HIGHWAY, HEAVY, UTILITIES AND INDUSTRIAL BRANCH - HOUSTON BRANCH

Hoy Gatlin, Plan Room Coordinator

2400 Augusta Dr., #180; Houston, TX 77057; Ph: (713) 334-7100; Fax: (713) 334-7130

E-mail: Houston@agctx.org

ASSOCIATED MASONRY CONTRACTORS OF HOUSTON

P.O. Box 541413; Houston, TX 77252-1413; Ph: (281) 403-6297; Fax: (281) 610-0944

Web site: www.amch.org

ASSOCIATED PLUMBING-HEATING-COOLING CONTRACTORS OF TEXAS

505 E. Huntland Dr., # 170; Austin, TX 78752; Ph: (512) 454-3445; Ph: (800) 831-9313; Fax: (512) 454-4191

E-mail: PHCC General info@phcc-tx.org

ASSOCIATION OF BLACK CONSULTING ENGINEERS & ARCHITECTS

Sherif Mohamed, President

8303 S.W. Freeway, Suite 600; Houston, TX 77074; Ph: (713) 271-2900; Fax: (713) 271-2999

ASSOCIATION OF MINORITY CONTRACTORS OF HOUSTON

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14418 Hiram Clark Rd.; Houston, TX 77045; Ph: (713) 433-5278; Fax: (713) 433-5287

CONSTRUCTION FINANCIAL MANAGERS ASSOCIATION (CFMA)

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202 Basswood Dr.; Spring, TX 77386; Ph: (281) 367-9500

E-mail: tomcoale@charter.net

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Toy Wood, CEO

9511 West Sam Houston Pkwy North; Houston, TX 77064; Ph: (281) 970-8970; Fax: (281) 970-8971

E-mail: twood@ghba.org

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E-mail: Frontier.cont@pdq.net

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10815 Fallstone Rd.; Houston, TX 77099; Ph: (281) 933-2224; Fax: (281) 933-8412

E-mail: ateas@haaonline.org

HOUSTON BUILDING OWNERS AND MANAGERS ASSOCIATION (BOMA)

Tammy Betancourt, Executive Vice President

5847 San Felipe #1260; Houston, TX 77057; Ph: (713) 266-5691; Fax: (713) 266-4632

E-mail: tbetancourt@houstonboma.org

HOUSTON BUILDING TRADES COUNCIL

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2704 Sutherland St.; Houston, TX 77023-5309; Ph: (713) 926-4433; Fax: (713) 926-4918

E-mail: hgcbrtc@aol.com

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8031 Airport Blvd. #118; Houston, TX 77061-4177; Ph: (713) 645-0923; Fax: (713) 645-2812

E-mail: houbtr@msn.com

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E-mail: jnielsen@houstoncontractors.org

Web site: www.houstoncontractors.org

HOUSTON COUNCIL OF ENGINEERING COMPANIES, INC.

Chris Lindsay, Executive Director

2150 West 18th Street, Suite 205; Houston, TX 77008; Ph: (713) 426-0800; Fax: (713) 426-0801

E-mail: chris@houstoncec.org

HOUSTON HISPANIC ARCHITECTS AND ENGINEERS (HHAЕ)

Rudy Moreno, HHAЕ President 2006

P.O. Box 421372; Houston, TX 77242; Ph: (713) 975-8555

E-mail: rmoreno@othon.com

Web site: www.hhae.org

HOUSTON MINORITY BUSINESS DEVELOPMENT CENTER

Milton Thibodeaux, Project Director

4801 Woodway, Suite 210-W; Houston, TX, 77056; Ph: (713) 644-0821 (ext. 254); Fax: (713) 644-3523

Web site: www.houstonmbdc.com

HOUSTON SHEET METAL CONTRACTORS ASSOCIATION

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P.O. Box 680525; Houston, TX 77268-0525; Ph: (281) 440-4380; Fax: (281) 440-4386

E-mail: greg@mcahouston.org

INDEPENDENT ELECTRICAL CONTRACTORS, INC. (IEC) TEXAS GULF COAST

Robert Jones, Deputy Executive Director

601 N Shepherd Dr. #330; Houston, TX 77007-1325; Ph: (713) 869-1976; Fax: (713) 862-9552

MECHANICAL CONTRACTORS ASSOCIATION OF HOUSTON (MCA)

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NATIONAL ASSOCIATION OF THE REMODELING INDUSTRY, HOUSTON CHAPTER

Fred Spaulding, President

P.O. Box 6152; Pasadena, TX 77506; Ph: (713) 621-6274; Fax: (281) 428-7379

NATIONAL ASSOCIATION OF WOMEN IN CONSTRUCTION, HOUSTON CHAPTER

Kathy Sterling - Membership

Ph: (713) 880-9229; Fax: (713) 880-0563

E-mail: desfloor1@aol.com

PAINTING AND DECORATING CONTRACTORS OF AMERICA (PDCA)

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76 Yale; Houston, TX 77007; Ph: (713) 869-6744; Fax: (713) 869-8968

E-mail: martindevriesp@aol.com

ROOFING CONTRACTORS ASSOCIATION OF TEXAS

Sandy Farrell, President

10545 Aldine West Field; Houston, TX 77093; Ph: (713) 691-1112; Fax: (713) 691-1173

E-mail: sandy'farrellroofing@Houston.rr.com

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2470 Gray Falls, #250; Houston, TX 77077; Ph: (281) 496-5615; Fax: (281) 497-8943

E-mail: mhelle@busbyqs.com

SOUTHEAST TEXAS CHAPTER OF NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION (NECA)

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2825 Wilcrest Dr., Suite 303; Houston, TX 77042; Ph: (713) 977-2522; Fax: (713) 977-2923

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TEXAS UNITED CONTRACTORS ASSOCIATION

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P.O. Box 681; Pearland, TX 77581; Ph: (713) 733-6669; Fax: (713) 733-3404

UPTOWN DEVELOPMENT AUTHORITY

John Breeding, President

1980 Post Oak Blvd. #1580; Houston, TX 77056; Ph: (713) 621-2011; Fax: (713) 622-4678

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U.S. GREEN BUILDING COUNCIL, GREATER HOUSTON AREA CHAPTER

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E-mail: rhaut@harc.edu

WOMEN CONTRACTORS ASSOCIATION (WCA)

Josena Arquieta, Executive Director

P.O. Box 130441; Houston, TX 77219; Ph: (713) 807-9977; Fax: (713) 807-9917

E-mail: jarquieta@womencontractors.org

PLAN ROOMS

The names of several organizations with plan rooms are noted below. If you are interested in visiting one of these plan rooms, please call the organization in advance, to find out whether or not there are any requirements or costs associated with using their plan room.

AMTEK INFORMATION SERVICE, INC.

4001 Sherwood Lane; Houston, TX 77092; Ph: (713) 956-0100

ASSOCIATED BUILDERS & CONTRACTORS OF GREATER HOUSTON

3910 Kirby Drive; Houston, TX 77098; Ph: (713) 523-6222

ASSOCIATED GENERAL CONTRACTORS, INC. – HOUSTON CHAPTER

3825 Dacoma St.; Houston, TX 77092; Ph: (713) 843-3700

AGC OF TEXAS HIGHWAY, HEAVY, UTILITIES AND INDUSTRIAL BRANCH – HOUSTON

2400 Augusta Dr., #180; Houston, TX 77057; Ph: (713) 334-7100

HOUSTON MINORITY BUSINESS DEVELOPMENT CENTER

4801 Woodway, Suite 210-W; Houston, TX 77056; Ph: (713) 644-0821

MCGRAW HILL CONSTRUCTION DODGE

4101 Greenbriar, Suite 320; Houston, TX 77098; Ph: (713) 529-2256

If you have updates or changes regarding the information in this Construction Industry Resource Guide, please call (713) 837-9043 or fax the updates/changes to (713) 837-9053.